

Brown County
Executive

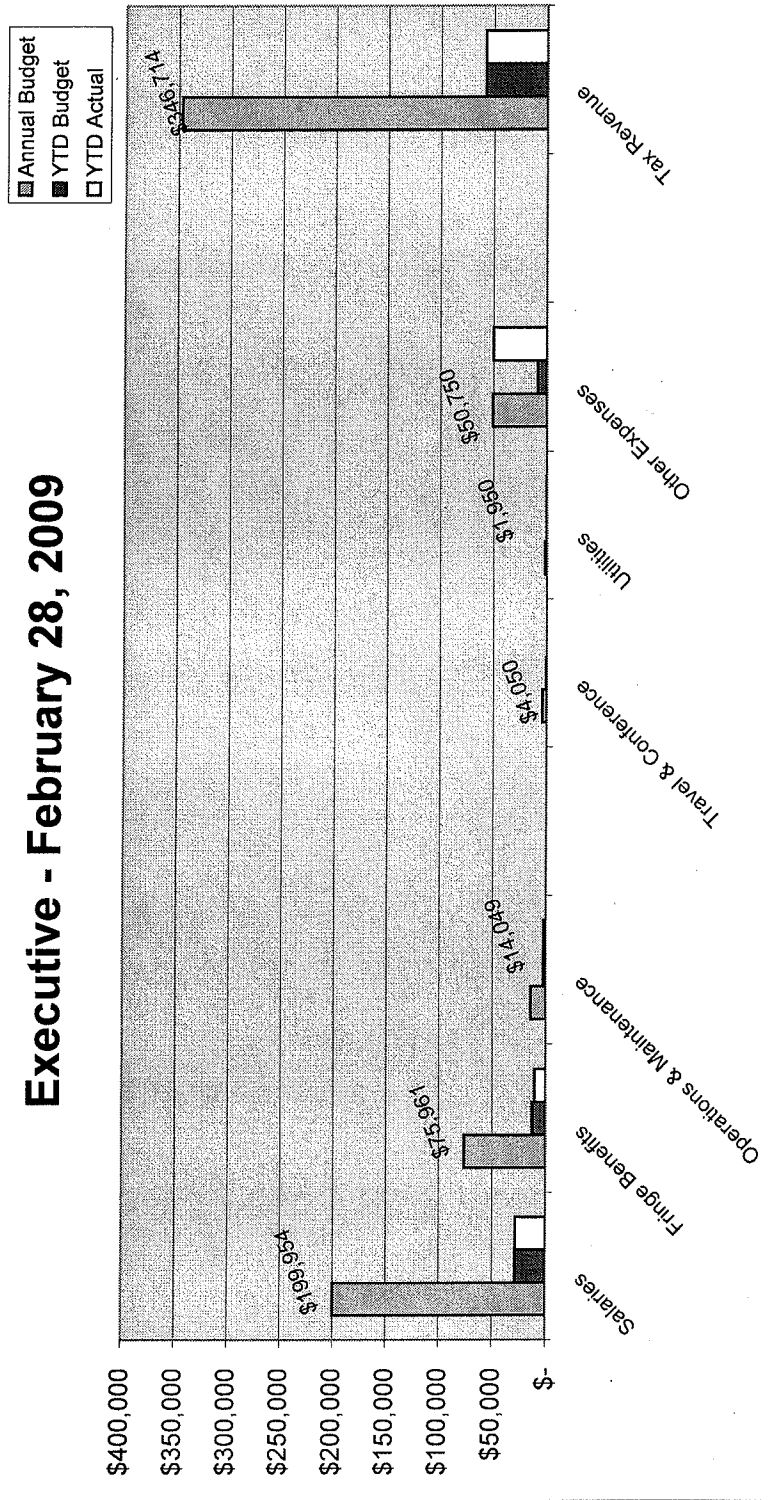
Budget Status Report

2/28/2009

HIGHLIGHTS:

	Annual Budget	YTD Budget	YTD Actual
Salaries	\$ 199,954	\$ 28,455	\$ 28,286
Fringe Benefits	\$ 75,961	\$ 12,661	\$ 10,476
Operations & Maintenance	\$ 14,049	\$ 2,341	\$ 2,254
Travel & Conference	\$ 4,050	\$ 675	\$ 150
Utilities	\$ 1,950	\$ 325	\$ 241
Other Expenses	\$ 50,750	\$ 8,458	\$ 50,073
Tax Revenue	\$ 346,714	\$ 57,786	\$ 57,786

Executive - February 28, 2009



DEPT: 10-2901
CONTROL: POST/01
REPORT: IS0000P
FORMAT: AB

UNAUDITED

....CURRENT MONTH....

BROWN COUNTY
EXECUTIVE
DEPARTMENTAL BUDGET REPORT
MONTH ENDING FEBRUARY 28, 2009

PAGE: 0001
DATE: 03/30/2009
TIME: 11:32:18

ACTUAL		BUDGET	VARIANCEYEAR TO DATE.....			TOTAL REVISED BUDGET	REMAINING BUDGET
EXPENDITURES				ACTUAL	BUDGET	VARIANCE		
15,013	15,381	368	(277)	26,821	28,455	1,634	199,954	173,133
277	0			1,465	0	(1,465)	0	(1,465)
15,290	15,381	91		28,286	28,455	169	199,954	171,668
1,135	6,330	5,195	(3,521)	2,115	12,661	10,546	75,961	73,846
3,521	0	(2)	(2)	5,985	0	(5,985)	0	(5,985)
230	0	(230)	(230)	391	0	(2)	0	(2)
146	0	(146)	(146)	274	0	(391)	0	(391)
518	0	(518)	(518)	958	0	(274)	0	(274)
395	0	(395)	(395)	730	0	(958)	0	(958)
10	0	(10)	(10)	21	0	(730)	0	(730)
5,957	6,330	373		10,476	12,661	2,185	75,961	65,485
0	84	84		0	167	167	1,000	1,000
18	41	23		22	83	61	500	478
10	41	31		10	83	73	500	73
9	72	72		750	144	(606)	865	115
9	25	16		9	50	41	300	291
0	50	50		0	100	100	600	600
604	776	172		1,359	1,552	193	9,312	7,953
52	52	0		104	104	0	622	518
0	29	29		0	58	58	350	350
693	1,170	477		2,254	2,341	87	14,049	11,795
150	337	187		150	675	525	4,050	3,900
150	337	187		150	675	525	4,050	3,900
163	162	(1)		241	325	84	1,950	1,709
163	162	(1)		241	325	84	1,950	1,709
0	62	62		73	125	52	750	677
0	4,166	4,166		50,000	8,333	(41,667)	50,000	0
0	4,228	4,228		50,073	8,458	(41,615)	50,750	677
22,253	27,608	5,355		91,480	52,915	(38,565)	346,714	255,234
=====	=====	=====	=====	=====	=====	=====	=====	=====

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UNAUDITED

BROWN COUNTY
 EXECUTIVE
 DEPARTMENTAL BUDGET REPORT
 MONTH ENDING FEBRUARY 28,2009

PAGE: 0002
 DATE: 03/30/2009
 TIME: 11:32:18

.....CURRENT MONTH.....	YEAR TO DATE.....			TOTAL REVISED BUDGET	REMAINING BUDGET
ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	
REVENUES						

Brown County
Board of Supervisors
Budget Status Report
3/31/2009

	Annual Budget	YTD Budget	YTD Actual
Salaries	\$ 343,827	\$ 75,393	\$ 75,575
Fringe Benefits	\$ 212,324	\$ 53,081	\$ 44,006
Operations & Maintenance	\$ 111,043	\$ 27,761	\$ 40,660
Travel & Conference	\$ 10,592	\$ 2,648	\$ -
Utilities	\$ 1,400	\$ 350	\$ 316
Contracted Services	\$ 77,100	\$ 19,275	\$ 36,600
Other Expenses	\$ 2,500	\$ 625	\$ 132

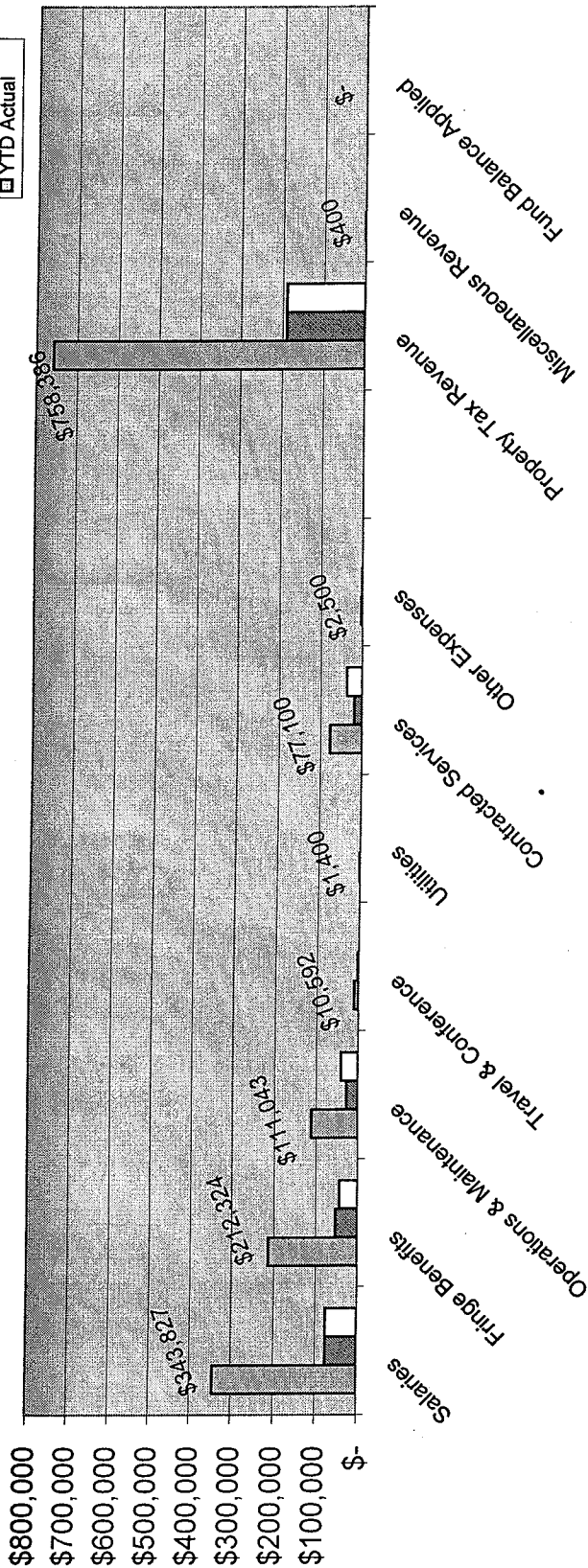
Property Tax Revenue	\$ 758,386	\$ 189,596	\$ 189,597
Miscellaneous Revenue	\$ 400	\$ 100	\$ 204
Fund Balance Applied	\$ -	\$ -	\$ -

Highlights:

Dues & Memberships are over budget due to payment of NACO and WCA dues in January while the budget is allocated through the entire year. Special Accounting & Auditing Expense is over budget due to payment of preliminary 2008 audit bills in January while the budget is spread throughout the year.

Board of Supervisors - March 31, 2009

☒ Annual Budget
☒ YTD Budget
☐ YTD Actual



DEPT: 10-0601
CONTROL: POST/01
REPORT: LS0000P
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UNAUDITED

BROWN COUNTY
BOARD OF SUPERVISORS
DEPARTMENTAL BUDGET REPORT
MONTH ENDING MARCH 31, 2009

PAGE: 0001
DATE: 04/13/2009
TIME: 12:47:52

.....C U R R E N T M O N T H.....			Y E A R T O D A T E.....			
ACTUAL	BUDGET	VARIANCE		ACTUAL	BUDGET	VARIANCE	TOTAL REVISED BUDGET
EXPENDITURES							
24,692	26,410	1,718	REGULAR EARNINGS	71,286	75,268	3,982	343,327
758	0	(758)	PAID LEAVE EARNINGS	4,289	0	(4,289)	0
0	42	42	OVERTIME EARNINGS	0	125	125	500
25,450	26,452	1,002	TOTAL SALARIES	75,575	75,393	(182)	343,827
1,623	17,693	16,070	FICA	4,887	53,081	48,194	212,324
11,098	0	(11,098)	ACCIDENT & HEALTH INSURANCE	33,403	0	(33,403)	0
22	0	(22)	LIFE INSURANCE	44	0	(44)	0
930	0	(930)	DENTAL INSURANCE	2,765	0	(2,765)	0
175	0	(175)	DISABILITY INSURANCE	515	0	(515)	0
433	0	(433)	RETIREMENT CREDIT	1,297	0	(1,297)	0
382	0	(382)	RETIREMENT	1,041	0	(1,041)	0
18	0	(18)	WORKERS COMPENSATION INSURANCE	54	0	(54)	0
14,681	17,693	3,012	TOTAL FRINGE BENEFITS	44,006	53,081	9,075	212,324
219	133	(86)	OFFICE SUPPLIES	219	400	181	1,600
42	133	91	COPY EXPENSE	136	400	264	1,600
743	1,375	632	PRINTING	2,364	4,125	1,761	16,500
0	2,000	2,000	DUES & MEMBERSHIPS	23,245	6,000	(17,245)	24,000
0	17	17	GAS, OIL, ETC.	0	50	50	200
0	0	0	ADVERTISING & RECRUITMENT	132	0	(132)	0
343	792	449	POSTAGE	783	2,375	1,592	9,500
0	17	17	BOOKS, PERIODICALS, SUBSCRIPTION	0	51	51	205
978	1,213	235	INFORMATION SERVICES CHRGBCKS	3,060	3,639	579	14,556
74	74	0	INSURANCE CHARGEBACKS	221	221	0	11,496
7,000	3,500	(3,500)	LEGAL FEE CHARGEBACKS	10,500	10,500	0	42,000
9,399	9,254	(144)	TOTAL OPERATION & MAINT.	40,660	27,761	(12,898)	111,043
(97)	883	980	TRAVEL, CONFERENCE & TRAINING	0	2,648	2,648	10,592
(97)	883	980	TOTAL TRAVEL & CONFERENCE	0	2,648	2,648	10,592
207	117	(90)	TELEPHONE	316	350	34	1,400
207	117	(90)	TOTAL UTILITIES	316	350	34	1,400
0	83	83	PROFESSIONAL SERVICES	0	250	250	1,000
0	6,342	6,342	SPECIAL ACCOUNTING & AUDITING	36,600	19,025	(17,575)	76,100
0	6,425	6,425	TOTAL CONTRACTED SERVICES	36,600	19,275	(17,325)	77,100
							40,500

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....CURRENT MONTH....

BROWN COUNTY
BOARD OF SUPERVISORS
DEPARTMENTAL BUDGET REPORT
MONTH ENDING MARCH 31, 2009

PAGE: 0002
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		Y E A R		T O		D A T E			
ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	TOTAL REVISED BUDGET	REMAINING BUDGET		
81	125	44	132	375	243	1,500	1,368		
0	83	83	0	250	250	1,000	1,000		
81	208	127	132	625	493	2,500	2,368		
49,721	61,032	11,312	197,289	179,133	(18,155)	758,786	561,498		
=====									
REVENUES									

63,199	63,199	0	189,597	189,596	(1)	758,386	568,789		
63,199	63,199	0	189,597	189,596	(1)	758,386	568,789		
0	33	33	204	100	(104)	400	196		
0	33	33	204	100	(104)	400	196		
63,199	63,232	33	189,801	189,696	(105)	758,786	568,985		
=====									

BROWN COUNTY
PLANNING AND LAND SERVICES DEPARTMENT
INTERNAL CONTROLS

AN AUDIT PERFORMED BY THE
BROWN COUNTY INTERNAL AUDITOR

APRIL 2009

BOARD OF SUPERVISORS

Brown County



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SARA J. PERRIZO
INTERNAL AUDITOR

May 11, 2009

Ms. Mary Scray
Chairperson, Executive Committee
305 East Walnut Street
Green Bay, WI 54301

Dear Chair Scray:

I have completed an audit of the internal controls surrounding monetary receipts and disbursements in the Brown County Planning and Land Services (PALS) department. The attached report includes a summary of the fieldwork performed and recommended changes to the internal control structure of the PALS department.

The recommendations and proposed policies detailed in this report have been shared with the Planning and Land Services Director, Chuck Lamine. Mr. Lamine has been given the opportunity to review the report and recommendations with his staff and their responses are attached to the report. This report has also been shared with County Executive Hinz and Lynn Vanden Langenberg, Director of Administration.

Discussion of this report will be placed on the agenda for the Monday, May 11, 2009 Executive Committee meeting.

I would like to share with you my appreciation for the cooperation and assistance I have received from Mr. Lamine and the staff in the PALS department during this audit. I would also like to applaud the Mr. Lamine and his staff for their diligence in developing procedures in accordance with the County's monetary policy.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sara J. Perrizo".

Sara J. Perrizo
Internal Auditor

cc: Executive Committee Members

Lynn Vanden Langenberg, Director of Administration

Chuck Lamine, Director, Brown County Planning & Land Services

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Audit Scope

As approved by the Executive Committee as part of the annual Internal Audit workplan, the scope of this audit included reviewing the internal control structure surrounding the handling of monetary receipts and disbursements in the Planning and Land Services department. The audit included reviewing the internal controls surrounding the receipt and depositing of revenue, disbursement/vouchering of payments and storage of all related documents.

Background

Brown County Administrative Policy A-10: Monetary Receipts, Disbursements and Deposits was implemented in March 2006. Since that time the Director and staff in the Planning and Land Services department have been continuously working on developing procedures to comply with the policy.

During the summer of 2006, the Director and several staff members met with the Internal Auditor to address questions regarding the implementation of the County's monetary policy. Recommendations made during that discussion appear to have been implemented fully by the department.

Audit Fieldwork Conducted

Audit fieldwork conducted included interviews with the Planning and Land Services Director, Zoning Administrator and Office Manager. Observation of monetary processes was conducted in the Planning and Land Services office.

Findings and Recommendations

Overall, the current procedures in place in the Planning and Land Services department are in compliance with the majority of the County's Administrative Policy A-10. However, after reviewing and observing the actual practices in use, the following recommendations are being made:

1. While various permits are waiting for processing, they are stored in a filing cabinet that has a locking mechanism. Although the staff of the PALS department indicated that the filing cabinet is locked at all times, on the day the audit was conducted, it was observed that the cabinet was unlocked and the key was in the locking mechanism. It is recommended that this filing cabinet be locked at all times unless it is being accessed by an authorized member of the staff. In addition, it was observed that the keys for the filing cabinet are currently kept on a hook on the back of the cabinet. To improve security over the money stored in the cabinet, it is recommended that the keys be kept in a separate location in the office and that they be locked in a secure place outside of normal business hours.
2. The Office Manager in the PALS department currently has the ability and responsibility to prepare invoices, issue receipts for money received and preparing the weekly deposits of revenue. To partially correct this internal control breach, it is recommended that the Office Manager no longer be authorized to prepare invoices. In addition, mitigating controls should be put into place such as placing a sign on the front counter indicating that a receipt should be received for all transactions and the department head or a designee should periodically verify the weekly deposits on a surprise basis.
3. Presently, all documentation relating to transactions processed in previous years is kept in the PALS office. The PALS staff indicated that this is due to lack of room and shelving in their basement storage area. As more documentation is produced and stored, it will become more difficult to trace the audit trail of the transactions due to the difficulty of sorting through many

years of paperwork stored in a crowded area. It is recommended that the PALS department explore options with the County facilities department for additional storage accommodations.

Conclusion

The Director and staff in the Planning and Land Services department have worked to achieve adequate internal controls over monetary transactions and to ensure that their monetary procedures comply with Brown County Administrative Policy A-10. As a result, the Planning and Land Services department is in compliance with a majority of the policy. The implementation of the above recommendations will reinforce the internal control structure of the department.

PLANNING COMMISSION

Brown County




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CHUCK LAMINE, AICP

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WEB SITE www.co.brown.wi.us/planning

PLANNING DIRECTOR

MEMORANDUM

DATE: May 1, 2009
TO: Sara Perrizo, Internal Auditor
FROM: Chuck Lamine, Planning Director 
RE: Planning and Land Services Department Audit

Thank you for the opportunity to respond to your audit report. We have reviewed the Findings and Recommendations section of the audit and would like to provide the following information as to how we have corrected these procedures.

1. While various permits are waiting for processing, they are stored in a filing cabinet that has a locking mechanism. Although the staff of the PALS department indicated that the filing cabinet is locked at all times, on the day the audit was conducted, it was observed that the cabinet was unlocked and the key was in the locking mechanism. It is recommended that this filing cabinet be locked at all times unless it is being accessed by an authorized member of the staff. In addition, it was observed that the keys for the filing cabinet are currently kept on a hook on the back of the cabinet. To improve security over the money stored in the cabinet, it is recommended that the keys be kept in a separate location in the office and that they be locked in a secure place outside of normal business hours.

ACTION TAKEN: The keys for the filing cabinet and money drawer are locked in a different location outside of normal business hours. Access to the locked keys is limited to the Planning Director, Property Lister, Zoning Administrator, and Office Manager.

2. The Office Manager in the PALS department currently has the ability and responsibility to prepare invoices, issue receipts for money received and preparing the weekly deposits of revenue. To partially correct this internal control breach, it is recommended that the Office Manager no longer be authorized to prepare invoices. In addition, mitigating controls should be put into place such as placing a sign on the front counter indicating that a receipt should be received for all transactions and the department head or a designee should periodically verify the weekly deposits on a surprise basis.

ACTION TAKEN: All invoices are now prepared by the Secretary III and are no longer prepared by the Office Manager. A sign is now on the customer counter indicating a receipt must be issued for all transactions. Periodic verifications of the weekly deposits are completed by the Planning Director.

3. Presently, all documentation relating to transactions processed in previous years is kept in the PALS office. The PALS staff indicated that this is due to lack of room and shelving in their basement storage area. As more documentation is produced and stored, it will become more difficult to trace the audit trail of the transactions due to the difficulty of sorting through many years of paperwork stored in a crowded area. It is recommended that the PALS department explore options with the County facilities department for additional storage accommodations.

ACTION TAKEN: Planning and Land Services staff will work with the Facilities Department to pursue storage options for these records.

Thank you for your time assisting us in improving our internal controls. If you have any questions, please feel free to contact me.

CL:lw

cc: Tom Hinz, Brown County Executive
Lynn Vanden Langenberg, Director of Administration
Jim Wallen, Property Lister
Bill Bosiacki, Zoning Administrator
Lori Williams, Office Manager

Comparison of Staffing Levels within Wisconsin County Clerk Offices

County	Non-Mandated Services Provided	Population of County	Staff Full-Time Equivalent	FTE
Oconto	Clerk of Courts does passports. They only provide DNR Licenses	38,958	2.33 FTE: Clerk, Deputy & .33 shared Admin. Assistant	2.33
Outagamie County	Issue DILHR Stamps, DNR Licenses, Take Shelter & Park Reservations, Sell Emergency Radios, Publish Directory of public officials	173,773	3 FTE: Clerk, Deputy & Clerk Steno 4	3.00
Manitowoc	DNR Licenses, Passports, Work Permits, Provides all County Mail Services	84,600	3.33 FTE: Clerk, Deputy & Admin. Assist. (33%)	3.33
Winnebago	Work Permits, boat launch permits, notary services, Assistance to municipalities is not required but does provide, Publish the official director, sells plat books, makes emergency announcements for the county	164,000	2.66 FTE: Clerk, Deputy & Account Clerk (66%)	2.66
Sheboygan	Passports, conservation licenses, property liability insurance, county phone system and voice mail . Maintain website for county meetings, updates own election results, park reservations	114,504	4 FTE: Clerk, Deputy, Account Clerk and Admin. Asst.	4.00
Waukesha	Passports, Open Wednesday evening 4:30 pm to 6:30 pm	382,697	4 FTE & 3 Temp. help during elections	4.00
Fond du lac	DNR Licenses, Golf course closed- sells certs.20 a year. Platt books, Manages the Central Services & Copy Center for the county (copying, printing, incoming and outgoing mail)	101,174	4.25 FTE: Clerk, Deputy, Program Assistants, 25% copy person for the county (25% in her budget)	4.25
Dane	No other services other than mandated. clerk of court does passports	476,785	4.75 FTE: Clerk, Chief Deputy two typists, (75%) Election Helper	4.75
Brown County	Passports, Work Permits, /Golf course Certificates and Passes. Trail Passes, Boat Launch Passes	243,132	5.60 FTE: Clerk, Chief Deputy County Clerk, Elections Specialist, Deputy County Clerk, Account Clerk, Clerk Typist (LTE 50%) Election Help (10%)	5.60

BUDGET

Type	2000-Rev	2001-Rev	2002-Rev	2003-Rev	2004-Rev	2005-Rev	2006-Rev	2007-Rev	2008-Rev	2009-Adopted
Expense	\$506,725.00	\$419,989.00	\$504,489.00	\$447,089.00	\$534,649.00	\$492,285.00	\$609,562.00	\$599,005.00	\$722,918.00	\$667,705.00
Other Revenue	91,831.00	85,298.00	98,695.00	96,640.00	118,984.00	147,154.00	256,670.00	240,175.00	305,445.00	267,789.00
Property Taxes	\$414,894.00	\$334,691.00	\$405,794.00	\$350,449.00	\$415,665.00	\$345,131.00	\$352,892.00	\$358,830.00	\$417,473.00	\$399,916.00

ACTUAL

Type	2000-Actual	2001-Actual	2002-Actual	2003-Actual	2004-Actual	2005-Actual	2006-Actual	2007-Actual	2008-Unaudited	2009-Budget
Expense	\$486,181.67	\$397,360.28	\$393,590.58	\$406,912.81	\$461,978.36	\$456,650.26	\$581,202.00	\$585,391.00	\$640,585.00	\$667,705.00
Other Revenue	\$109,626.19	\$97,028.40	\$126,272.86	\$106,326.69	\$203,602.76	\$206,716.92	\$308,475.00	\$276,374.00	\$284,430.00	\$267,789.00
Actual Property Tax	\$376,555.48	\$300,331.88	\$267,317.72	\$300,586.12	\$258,375.60	\$249,933.34	\$272,727.00	\$309,517.00	\$356,155.00	\$399,916.00

Return to General Fund	\$38,338.52	\$34,359.12	\$138,476.28	\$49,862.88	\$157,289.40	\$95,197.66	\$80,165.00	\$49,313.00	\$61,318.00	\$0.00
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# of elections	4	2	4	2	4	2	4	2	4	2
Type	2000-Actual	2001-Actual	2002-Actual	2003-Actual	2004-Actual	2005-Actual	2006-Actual	2007-Actual	2008-Unaudited	2009-Budget
Salaries	\$171,896	\$174,653	\$182,584	\$192,693	\$193,849	\$185,073	\$205,175	\$219,195	\$237,684	\$238,172
Fringe benefits	\$75,536	\$76,445	\$82,315	\$85,529	\$80,198	\$92,889	\$107,108	\$117,147	\$120,607	\$131,729
Office supplies	\$3,239	\$2,436	\$2,666	\$3,991	\$2,676	\$6,710	\$6,988	\$7,748	\$3,797	\$9,000
Supplies	\$0	\$104	\$147	\$40	\$0	\$22	\$50	\$0	\$0	\$0
Copy expense	\$1,113	\$2,028	\$1,048	\$758	\$870	\$1,031	\$2,421	\$2,793	\$2,947	\$2,900
Printing	\$2,339	\$2,256	\$3,055	\$2,271	\$1,810	\$2,775	\$3,390	\$1,850	\$1,873	\$3,100
Dues & memberships	\$150	\$50	\$90	\$0	\$90	\$90	\$140	\$95	\$95	\$195
Software maintenance	\$0	\$0	\$0	\$0	\$1,847	\$0	\$4,468	\$0	\$0	\$12,386
Equipment Repair	\$405	\$798	\$807	\$429	\$2,449	\$0	\$51,335	\$473	\$100	\$7,747
Special forms	\$88,696	\$39,309	\$26,841	\$47,209	\$42,230	\$30,382	\$77,706	\$43,700	\$23,763	\$50,000
Advertising	\$66,810	\$39,421	\$59,962	\$39,530	\$68,892	\$63,685	\$9,462	\$54,262	\$115,254	\$66,800
Postage	\$2,669	\$2,323	\$2,538	\$1,970	\$5,027	\$6,405	\$579	\$9,536	\$5,194	\$15,800
Equipment rental	\$0	\$0	\$53	\$0	\$90	\$0	\$0	\$0	\$0	\$0
Books, periodicals, subs	\$708	\$882	\$732	\$786	\$893	\$747	\$22,500	\$793	\$825	\$793
Information services	\$58,422	\$48,361	\$24,330	\$18,866	\$17,161	\$33,840	\$47,315	\$29,266	\$17,477	\$31,318
Insurance chargebacks	\$1,258	\$0	\$1,567	\$1,565	\$1,701	\$1,830	\$1,665	\$1,700	\$1,341	\$1,052
Indirect cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$58,845	\$63,057	\$55,073
Equipment - non-outlay	\$320	\$0	\$0	\$0	\$1,337	\$0	\$1,143	\$0	\$0	\$2,200
Travel, conference, trng	\$1,204	\$609	\$1,160	\$1,202	\$1,078	\$1,138	\$1,221	\$596	\$9,217	\$1,400
Telephone	\$4,459	\$2,342	\$2,133	\$2,584	\$2,424	\$2,259	\$2,401	\$2,497	\$2,319	\$2,700
Contracted services	\$1,363	\$5,345	\$1,560	\$5,355	\$5,355	\$5,355	\$4,395	\$5,355	\$5,355	\$5,340
Veteran graves/conserv.	\$5,596	\$0	\$0	\$2,084	\$32,000	\$32,420	\$31,740	\$30,040	\$29,680	\$30,000
Transfer out	\$486,183	\$397,362	\$393,588	\$406,912	\$461,977	\$456,651	\$581,202	\$585,891	\$640,585	\$667,705
Total Expenditures										
Property taxes	\$376,555	\$300,332	\$267,318	\$300,586	\$258,376	\$249,933	\$272,727	\$309,517	\$356,155	\$399,916
Work permits	\$2,440	\$1,715	\$1,873	\$2,120	\$2,013	\$2,213	\$2,385	\$2,628	\$2,435	\$2,500
Alarm permits	\$4,512	\$5,760	\$6,130	\$9,370	\$9,555	\$10,190	\$14,170	\$14,500	\$15,120	\$14,600
Conservation license fee	\$12	\$0	\$0	\$0	\$0	\$0	\$678	\$299	\$49	\$60
Marriage license fees	\$62,180	\$60,435	\$59,720	\$58,130	\$72,850	\$75,560	\$74,720	\$77,390	\$76,775	\$77,305
Passport apps fee	\$0	\$0	\$0	\$0	\$30,531	\$68,815	\$96,955	\$105,959	\$61,995	\$80,000
Public charges	\$2,357	\$1,824	\$1,983	\$2,088	\$1,795	\$962	\$2,011	\$1,170	\$2,300	\$1,040
Election revenue	\$26,067	\$26,603	\$56,201	\$34,177	\$83,511	\$33,287	\$101,584	\$69,753	\$120,869	\$90,000
Miscellaneous revenue	\$2,060	\$368	\$363	\$441	\$366	\$392	\$552	\$2,030	\$433	\$280
Transfer in	\$10,000	\$325	\$0	\$0	\$2,569	\$2,599	\$2,720	\$2,645	\$4,454	\$2,004
Fund balance applied	\$486,183	\$397,362	\$393,588	\$406,912	\$461,977	\$456,651	\$581,202	\$585,891	\$640,585	\$667,705
Total Revenues										

BUDGET

Type	2000-Rev	2001-Rev	2002-Rev	2003-Rev	2004-Rev	2005-Rev	2006-Rev	2007-Rev	2008-Rev	2009-Adopted
Table of Organization:										
Clerk	\$49,299	\$50,778	\$52,301	\$61,549	\$61,549	\$57,000	\$57,000	\$61,000	\$62,900	\$64,100
Chief Deputy Clerk	\$36,662	\$37,762	\$41,894	\$42,564	\$43,415	\$44,240	\$45,611	\$46,637	\$47,570	\$49,986
Deputy Clerk	\$27,114	\$29,688	\$29,687	\$31,447	\$32,095	\$32,686	\$31,473	\$31,473	\$34,978	\$37,790
Elections Specialist								\$31,113	\$34,618	\$36,570
Account Clerk I	\$24,072	\$26,373	\$26,364	\$27,924	\$28,499	\$29,023	\$27,947	\$27,947	\$31,055	\$32,457
Clerk Typist I - LTE	\$21,099	\$23,147	\$23,155	\$24,544	\$18,919	\$19,269	\$18,550	\$0	\$20,507	\$14,291
Election help	\$3,713	\$1,856	\$2,081	\$1,073	\$1,073	\$1,073	\$1,073	\$1,073	\$1,073	\$1,073
Total	\$161,959	\$169,604	\$175,482	\$189,101	\$185,550	\$183,291	\$181,654	\$189,243	\$232,701	\$236,267

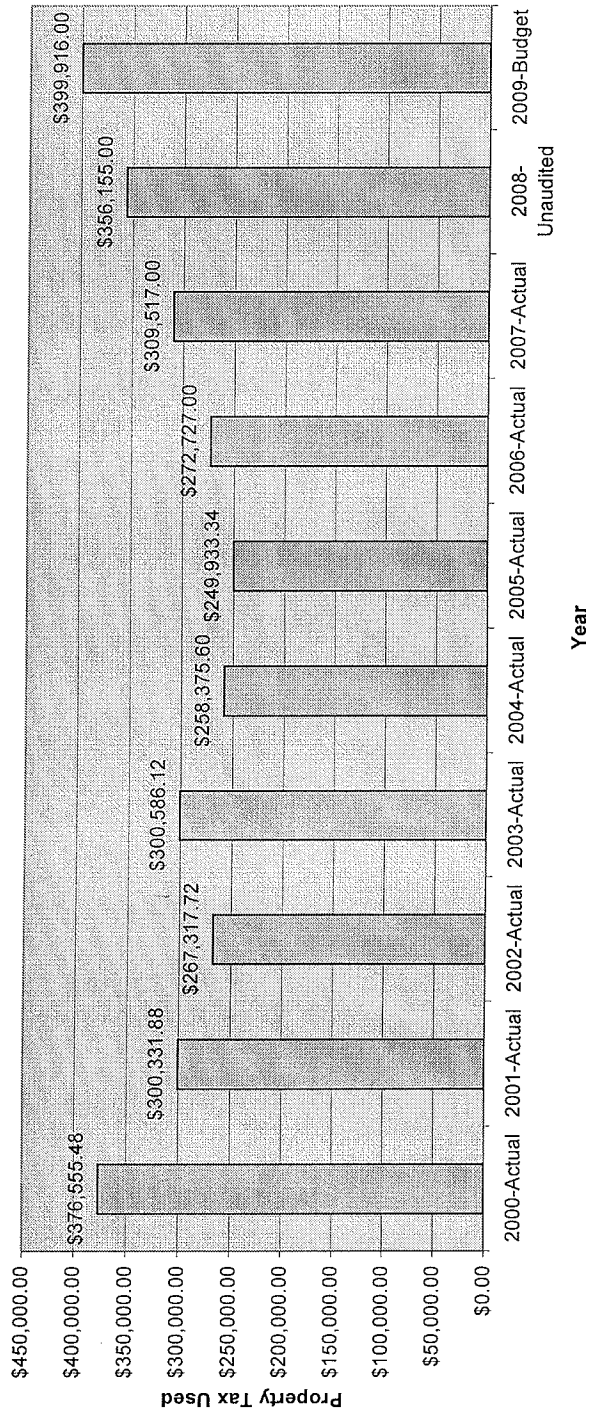
Table of Organization:

Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Chief Deputy Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Elections Specialist								1.00	1.00	1.00
Account Clerk I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Clerk Typist I - LTE	1.00	1.00	1.00	1.00	0.75	0.75	0.75	1.00	0.75	0.50
Election help	0.20	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
Total	5.20	5.10	5.10	5.10	4.85	4.85	4.85	5.10	5.85	5.60

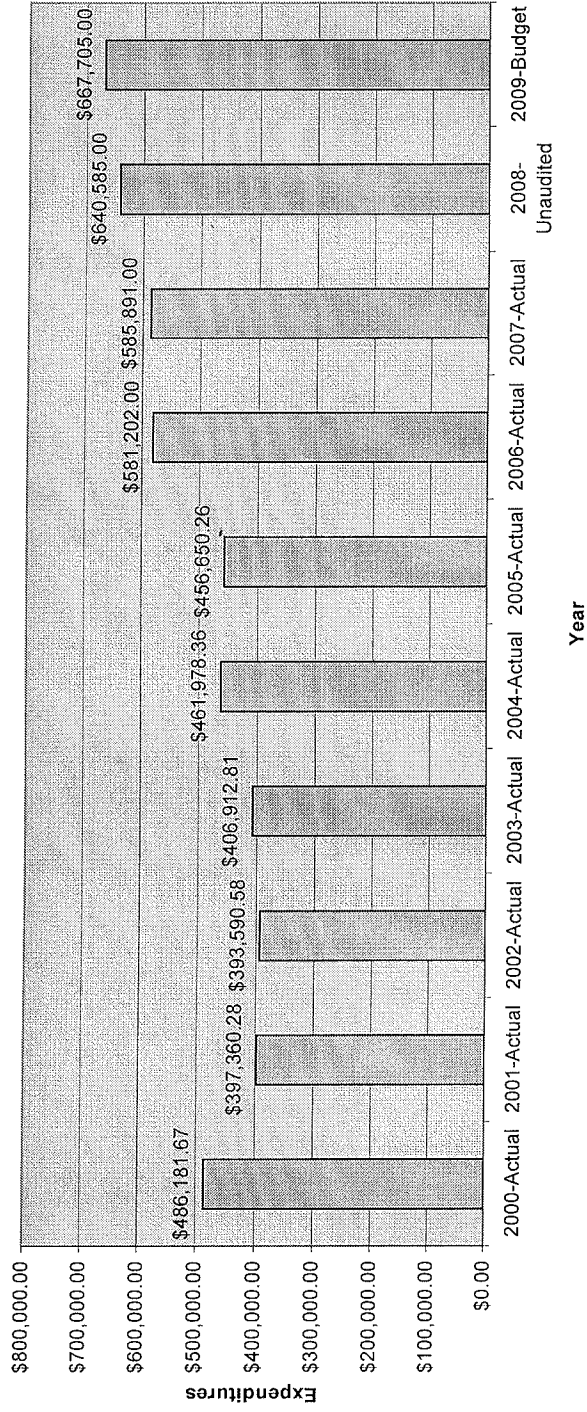
Transactions:

Marriage licences	1,594	1,558	1,623	1,591	1,502	1,487			
Marriage waiver	242	255	246	302	217	236			
Passport applications		681	1,551	2,125	2,302	1,540			
Alarm permits	686	701	704	610	824	733			
Golf (all)	159	249	267	264	274	285			
Boat	323	310	317	367	410	355			
DNR Licenses	56	67	53	33	47	31			
Dog tags	19	27	26	30	28	29			
Maps	0	12	59	64	54	80			
Work permits	868	827	903	954	1,051	972			
Totals	0	0	0	3,947	5,749	6,340	6,709	5,748	0

County Clerk
Property Taxes Used



County Clerk Expenditures by Year



May 20, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS OF
THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

AUTHORITY TO EXECUTE A 2009 LABOR AGREEMENT WITH THE
BROWN COUNTY PARA-PROFESSIONAL LIBRARY EMPLOYEES

BE IT RESOLVED by the Brown County Board of Supervisors, that the County Executive and County Clerk be and are hereby authorized to execute a one (1) year labor agreement on behalf of Brown County with the Brown County Para-Professional Library Employees for the year 2009 effective January 1, 2009, which agreement shall provide the following major changes from the 2007-2008 labor agreement.

All items, with the exception of wages, or except as specifically provided otherwise will be prospective effective the date of signing of the agreement.

BE IT FURTHER RESOLVED that the funds to cover the costs resulting from the adoption of this resolution shall be made available from funds budgeted for this purpose.

1. ARTICLE 4. WAGES

C. WISCONSIN RETIREMENT SYSTEM

The WRS contribution will be increased commensurate with the wage increases.

2. ARTICLE 17. WORKERS COMPENSATION

Delete the following beginning on line 328:

~~All employees covered by this Agreement are entitled to Worker's Compensation coverage. An employee who is absent due to injury or illness caused during the course of h/er duties shall suffer no loss of compensation during such period of injury or illness. If the injury or illness is of the duration in which Worker's Compensation is paid to the employee, the employee shall endorse and turn over said check to the County Treasurer and receive h/er regular pay in turn.~~

3. ARTICLE 19. CASUAL DAY/DISABILITY PLAN

Amend the following beginning on line 419:

Casual days and banked sick leave may be used by an employee who is injured on the job to supplement his/her short term disability benefits in an amount which will equal regular

pay. Such banked sick leave may be used ~~only after~~ while casual days are exhausted ~~still~~ available.

4. ARTICLE 25. GRIEVANCE PROCEDURE

Amend the following beginning on line 807:

Step 1. The aggrieved employee and/or the union steward or officer shall present the grievance, in writing, within ~~ten (10)~~ fourteen (14) days of knowledge of occurrence to the immediate supervisor.

5. ARTICLE 26. DISCIPLINE

Amend the following beginning on Line 859:

Any employee who has been discharged may use the grievance procedure by giving written notice to h/er steward and h/er supervisor within ~~ten (10) working~~ twelve (12) calendar days after dismissal.

6. ARTICLE 29. DURATION

One year agreement (2009).

7. APPENDIX A

Revise to reflect:

Effective December 21, 2008	1.5% wage increase
Effective June 21, 2009	1.5% wage increase

8. MEMORANDUMS OF UNDERSTANDING:

- Premium Pay – Revise as follows: Increase to \$10.00.
- Uniform Reimbursement – Revise as follows: Delete safety shoes and safety boots.
- Casual Day/Disability Plan Enrollment Periods – RESIGN
- Parking – DELETE
- U & C Settlement – DELETE
- Medically Necessary Disputes – DELETE

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEESE	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
LANGAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

BROWN COUNTY LIBRARY PARA-PROFESSIONALS TOTAL PACKAGE COSTING

36.49 FTE'S	2008		2009
WAGES	\$1,204,333.10	1.50%	\$1,222,398.10
Effective 6/21/09		1.50%	\$9,167.99
LONGEVITY	\$8,440.64		\$8,440.64
TOTAL WAGES:	\$1,212,773.74		\$1,240,006.72

\$ INCREASE	\$27,232.98
% INCREASE	2.25%

	(annual)			<u>TOTAL WAGES:</u>
HEALTH /PPO	\$490,356.96	\$490,356.96	0.00%	\$490,356.96
DENTAL	\$35,847.96	\$35,847.96	0.00%	\$35,847.96
LIFE	\$2,941.68	\$2,941.68	0.00%	\$2,941.68
FICA	7.65%	\$92,777.19	7.65%	\$94,860.51
WRS	10.60%	\$128,554.02	10.40%	\$128,960.70
<u>TOTAL PACKAGE:</u>		\$1,963,251.55		\$1,992,974.54

\$ INCREASE	\$29,722.99
% INCREASE	1.51%

TOTAL COST: **1.51%**

May 20, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

AUTHORITY TO EXECUTE A 2009 LABOR AGREEMENT WITH THE
BROWN COUNTY MENTAL HEALTH CENTER
REGISTERED NURSES, LOCAL 1901-E

BE IT RESOLVED by the Brown County Board of Supervisors, that the County Executive and County Clerk be and are hereby authorized to execute a one (1) year labor agreement on behalf of Brown County with the Brown County Mental Health Center Registered Nurses, Local 1901-E, for the year 2009 effective January 1, 2009, which agreement shall provide the following major changes from the 2007-2008 labor agreement.

All items, with the exception of wages, or except as specifically provided otherwise will be prospective effective the date of signing of the agreement.

BE IT FURTHER RESOLVED that the funds to cover the costs resulting from the adoption of this resolution shall be made available from funds budgeted for this purpose.

1. ARTICLE 4. WAGES

C. WISCONSIN RETIREMENT SYSTEM

The WRS contribution will be increased commensurate with the wage increases.

2. ARTICLE 12. TIME OFF FOR BEREAVEMENT

Modify the following beginning at line 256:

Immediate family is defined as: Husband, wife, children, grandchildren, parents, brother, sister, mother-in-law, father-in-law, step parents, step children, guardians.

Add the following beginning at line 264:

In the case of the death of a member of the immediate family of a regular part-time employee, the employee will be granted an excused absence to attend the funeral of up to three (3) calendar days starting on the day of death or the day following the death through the next day after internment. If, during this leave, the employee has scheduled work days, the employee will be paid for those scheduled work days to a maximum of three (3). The employee will not be paid for any of the three days which are non-scheduled work days.

The immediate family is defined the same as above. Should any death occur during an employee's vacation, he/she shall receive additional time off with pay for any scheduled work day affected at a time to be mutually agreed upon.

3. ARTICLE 19. CASUAL DAYS / SHORT TERM DISABILITY LEAVE / BANKED SICK LEAVE / LONG TERM DISABILITY

Amend the following beginning on line 434:

Casual days and banked sick leave may be used by an employee who is injured on the job to supplement his/her short term disability benefits in an amount which will equal regular pay. Such banked sick leave may be used ~~only after~~ while casual days are exhausted still available.

Amend the following beginning on line 499:

Employees may use banked sick days to supplement the above coverage and such days may be used ~~only after~~ while casual days are exhausted still available.

4. ARTICLE 26. EDUCATIONAL ASSISTANCE

Amend the following beginning on line 1024:

The County will pay seventy five percent (75%) of tuition only up to \$375.00 \$750.00 per semester of fulltime and part-time Registered Nurses for credits toward obtaining a Bachelor of Science in Nursing Degree.

5. ARTICLE 29. DURATION

One year contract (2009).

6. APPENDIX A

Effective December 27, 2008	1.5% wage increase
Effective June 27, 2009	1.5% wage increase

7. EXISTING MEMORANDUMS

Resign the following memorandums:

- On-Call Employees
- Parking and Car Expenses – Add the following language:

Employees who are regularly required to use their personal vehicle for County business shall be reimbursed at the IRS rate. Such amount will be subject to verification on monthly expense vouchers.

- Payout of Shift Differential
- 2 Hour Sick Leave Notification
- Enrollment Periods

Respectfully submitted,
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
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EVANS	10			
VANDER LEEST	11			
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DANTINNE, JR	13			

SUPERVISOR	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
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WETZEL	21			
LANGAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

BROWN COUNTY MENTAL HEALTH CENTER RN'S TOTAL PACKAGE COSTING

23.90 FTE'S	<u>2008</u>		<u>2009</u>
WAGES	\$1,270,115.27	1.50%	\$1,289,167.00
Effective 6/27/09		1.50%	\$9,668.75
LONGEVITY	<u>\$4,357.08</u>		<u>\$4,357.08</u>
TOTAL WAGES:	<u><u>\$1,274,472.35</u></u>		<u><u>\$1,303,192.83</u></u>

\$ INCREASE	\$28,720.48
% INCREASE	2.25%

				<u>TOTAL WAGES:</u>
	(annual)			
HEALTH /PPO	\$312,650.76	\$312,650.76	0.00%	\$312,650.76
DENTAL	\$21,473.04	\$21,473.04	0.00%	\$21,473.04
LIFE	\$4,425.60	\$4,425.60	0.00%	\$4,425.60
FICA	7.65%	\$97,497.13	7.65%	\$99,694.25
WRS	10.60%	<u>\$135,094.07</u>	10.40%	<u>\$135,532.05</u>
<u>TOTAL PACKAGE:</u>		<u><u>\$1,845,612.95</u></u>		<u><u>\$1,876,968.54</u></u>

\$ INCREASE	\$31,355.58
% INCREASE	1.70%

TOTAL COST: **1.70%**

May 20, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

HUMAN SERVICES DEPARTMENT
CHANGE TO TABLE OF ORGANIZATION
Delete (2.5) FTE Clerk/Typist II positions
and create 2.5 FTE Clerk II positions

WHEREAS, the Brown County Human Services Department has a MHC 1901 Clerk/Typist II position and this position has been vacant since February, 2009; and

WHEREAS, the Brown County Human Services Department and Human Resources Department have done an analysis of the current duties performed by this position as well as the needs and changes in the department; and

WHEREAS, the Brown County Human Resources Department has reviewed the department needs and level and scope of those needs and determined them to be those of a Clerk II; and

NOW, THEREFORE BE IT RESOLVED by the Brown County Board of Supervisors that it approves and authorizes a change in the Human Services Department table of organization to delete (2.5) FTE Clerk/Typist II positions and add to the table of organization 2.5 FTE Clerk II positions, for a total of 3.5 FTE Clerk II positions.

Fiscal Impact: NONE

Respectfully submitted,

HUMAN SERVICES COMMITTEE

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
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SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
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HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



DEBBIE KLARKOWSKI, PHR

PHONE (920) 448-4065 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES MANAGER

TO: Debbie Klarkowski
HR Manager

FROM: Deb Seidel, HR Analyst

RE: Recommendation to change the Mental Health Center table of organization

DATE: April 14, 2009

I. Introduction:

The Brown County Mental Health Center is recommending changes to the Mental Health Center's Table of Organization. The request is to delete 2.5 FTE Typist/Clerk II and to add 2.5 FTE to the Clerk II, for a total of 3.5 FTE.

II. Research Completed:

- A. Review of Mental Health Center's Table of Organization
- B. Review of Clerk/Typist II Position Description and actual responsibilities being performed (1.0 FTE in the Inpatient Services Division reporting to the Health Information Services Manager and 1.5 FTE in the Business Operations Division reporting to the ABC Supervisor).
- C. Review of current Clerk II Position Description.

III. Current Situation/Structure:

With a retirement in early 2009, the job description for the Clerk/Typist II was evaluated. The work has evolved over the last couple of years due to technology advancements and the elimination of two positions. The duties of those positions were absorbed into the other positions.

The Mental Health Center's Table of Organization includes another 1.5 FTE Clerk/Typist II positions. After further review, it was determined that the work of the other Clerk/Typist II positions had changed as well, and that the current duties and responsibilities of the Clerk/Typist II positions are similar to the Clerk II positions.

IV. Proposed changes:

The knowledge, skills, and abilities of the Clerk/Typist II and Clerk II positions are similar; therefore the Human Resource Department is recommending consolidating the duties into the Clerk II position. This recommendation would remove the 2.5 FTE Typist/Clerk II from the table of organization and increase 1 FTE Clerk by 2.5 FTE for a total of 3.5 FTE.

This change would allow more flexibility and sharing of resources to get the work completed during peak times and/or coverage due to employees being out of the office.

V. Fiscal Impact:

The Clerk/Typist II and Clerk II positions are in the same pay classification in the MHC 1901 bargaining unit contract, therefore there is no fiscal impact.

FISCAL IMPACT: NONE

May 20, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION REGARDING REQUESTING THAT THE STATE OF
WISCONSIN DEPARTMENT OF TRANSPORTATION EXCLUDE
ROUNDBABOUTS IN THAT PORTION OF THE US-41 PROJECT INVOLVING
ROADS IN BROWN COUNTY**

WHEREAS, the State of Wisconsin Department of Transportation is commencing an improvement and expansion of US-41 in northeastern Wisconsin; and

WHEREAS, the Brown County portion of the expansion project shall involve nine (9) interchanges along US-41; and

WHEREAS, the citizens of Brown County have expressed concerns regarding pedestrian safety in regard to roundabouts; and

WHEREAS, the citizens of Brown County have expressed concerns regarding the negative impact roundabouts would have on commercial properties located in the reconstruction zone; and

WHEREAS, due to traffic volumes on the affected roadways, it appears that roundabouts will not provide an efficient traffic flow.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors respectfully request that the State of Wisconsin Department of Transportation exclude roundabouts on any Brown County roads reconstructed under the US-41 project.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the County Clerk shall forward a copy of this Resolution to the Governor of the State of Wisconsin, the Secretary of the Department of Transportation, and the Brown County legislative representatives.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved by:

COUNTY EXECUTIVE

Dated Signed: _____

Final Draft Approved by Corporation Counsel.

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
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EVANS	10			
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JOHNSON	12			
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SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
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LANGAN	22			
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LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

May 20, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION TO OPPOSE INCREASES IN FEES
ASSESSED BY THE STATE OF WISCONSIN AND COLLECTED BY THE COUNTY

WHEREAS, the Governor's proposed budget increases fees counties are required to collect in the following ways:

- 1) Increase in the solid waste tipping fees by \$4.40 (\$1 for recycling + \$3.10 for environmental management + \$.30 for non-point) to \$10.30 per ton.
- 2) Increase in the birth certificate fee from \$20 to \$22, and from \$3 to \$5 for a second copy.
- 3) Repeal of the sunset of increase in fee for vital records.
- 4) Increase in the work permit fee from \$5 to \$10.
- 5) Increase in Justice Information Surcharge from \$12 to \$18.
- 6) Increase in the Crime Laboratories and Drug Law Enforcement Surcharge from \$8 to \$13; and

WHEREAS, requiring counties to collect fees for the state limits a county's ability to generate revenue for the county and gives the erroneous impression the county sets the fee amount and receives the fee; and

WHEREAS, the counties responsibility to collect these fees for the State increases with each budget cycle; and

WHEREAS, the same proposed budget contains severe reductions in State contributions to mandated programs operated by counties.

NOW, THEREFORE, BE IT RESOLVED the Brown County Board of Supervisors deplores the State's practice of assessing fees to generate revenue while drastically cutting aid to counties and then requiring counties to collect the fees assessed by the State.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

Fiscal Impact: _____

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

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SUPERVISOR	DIST. #	AYES	NAYS	ABSTAIN
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LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

May 20, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION TO PROTECT THE PROPERTY TAXPAYERS OF WISCONSIN
FROM INVESTMENT LOSSES IN THE WISCONSIN RETIREMENT SYSTEM

WHEREAS, the Wisconsin Retirement System (WRS) is a defined benefit pension which was common in the private sector when the WRS was established; and

WHEREAS, private sector workers either have no retirement benefits or they have a 401(k) or some other type of IRA which is mostly employee funded; and

WHEREAS, the State of Wisconsin requires that the payment rate into the WRS be increased to subsidize their retirement savings and/or delay their retirement; and

WHEREAS, these same private sector workers are now required by the State of Wisconsin to pay more in property taxes to subsidize the investment losses of the WRS.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors urges the Wisconsin State Legislature to set a reasonable maximum rate which will reduce the property taxpayers' exposure to WRS investment losses.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

Fiscal Impact: _____

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

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JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
LANGAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

May 20, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

OPPOSITION TO 2009 ASSEMBLY JOINT RESOLUTION 39 REDUCING
THE VOTING AGE TO 17

WHEREAS, section 1 of Article III of the Wisconsin State Constitution sets the minimum age for an elector at the age of 18; and

WHEREAS, Assembly Joint Resolution 39 would amend the state constitution to lower the age requirement for a qualified elector from 18 to 17; and

WHEREAS, this bill would be in conflict with the constitution of the United States of America that provides the right to vote to United State citizens who are 18 years or older; and

WHEREAS, in Wisconsin and 30 other states 18 years of age is the fixed age of majority to be an adult granting legal rights and legal responsibilities; this bill would be in conflict with age of majority; and

WHEREAS, this bill doesn't state whether this law would apply to nonpartisan (spring), partisan (fall) or both elections; nor state if 17 year olds can vote for federal, state, county, municipal and school contests; and

WHEREAS, address verification requirements for 17 year olds to register to vote would be another unfunded mandate and be costly and difficult to administer.

NOW THEREFORE BE IT RESOLVED, the Brown County Board of Supervisors opposes the reduction of the voting age requirement to 17; and

BE IT FURTHER RESOLVED, a copy of this resolution is forwarded to all
legislators representing Brown County, Governor Doyle and the Wisconsin Counties
Association.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
LANGAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

May 20, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

OPPOSITION TO 2009 ASSEMBLY JOINT RESOLUTION 2 ELIMINATING
SPRING ELECTIONS

WHEREAS, section 23 of Article IV of the Wisconsin State Constitution requires elections for nonpartisan offices be held in the spring and elections for partisan offices be held in the fall; and

WHEREAS, Assembly Joint Resolution 2 would amend the state constitution to eliminate spring elections so that all regularly scheduled elections be held in November; and

WHEREAS, combining the spring election with the fall will clutter and lengthen ballots resulting in lower participation for contests toward the end of the ballot (under votes); and

WHEREAS, the ballot order is federal, state, county, municipal, school offices and referendum which place local contests and candidates in less visible areas of the ballot; and

WHEREAS, a minimal decrease in election expense would be realized since additional ballot styles would be needed, longer length ballots and/or multiple ballot pages would increase ballot production costs, additional election help would be needed, longer legal notices would be required to be published and service agreement costs would not decrease; and

WHEREAS, candidates running for a nonpartisan office (spring) and a partisan office (fall) would need to run for more than one office in a given election cycle causing voter confusion and errors in candidate filing requirements; and

WHEREAS, local issues will get lost in the mass volume of campaign information distributed by state and federal campaigns; and

WHEREAS, electors may be unsure as to the partisanship or nonpartisanship of elections while deliberating the options on their ballot; and

WHEREAS, ballots could be multiple pages in length causing confusion for electors, longer lines and delays at polling locations; and

WHEREAS, partisan and nonpartisan elected officials after the effective date of the 2009-11 amendment shall expire on the first Monday of the first odd-numbered year beginning after that date which will deprive the incumbent of serving their full term of office as provided by State law.

NOW THEREFORE BE IT RESOLVED, the Brown County Board of Supervisors opposes the elimination of the spring election.

BE IT FURTHER RESOLVED, a copy of this resolution is forwarded to all legislators representing Brown County, Governor Doyle and the Wisconsin Counties Association.

Respectfully Submitted,
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
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Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____